

Lesson plan 2023-24

Name of Extension Lecturer: Mr. Sunil Kumar

Class and section : Semester 4th

Subject : Banking and Banking Law

MONTH	TOPICS
JAN 2024	Definition of Bank, Commercial Banks-importance, functions and problems of Non-performing Assets, structure of Commercial Banking system in India.
FEB 2024	Regional Rural Banks, Cooperative Banking in India. Reserve bank of India: Functions, regulation and control of credit, monetary policy Determination and Regulation of Interest Rates in India. Relationship between banker and Customer.
MARCH 2024	Definition of Customer, General Relationship between banker and customer, obligation of banker, Garnishee order, banker's rights Negotiable Instruments: Definition of Negotiable instruments, Essential features of Negotiable instruments, holder and Holder Capacity of parties: Minor's position, legal representative, Liability of parties, Drawer of Bill or Cheque,
APRIL 2024	Liability of Maker of note & Acceptor of Bill, Liability of endorsed Negotiable Instruments without Consideration, Instrument obtained by Unlawful means. Endorsements: Meaning of Negotiation, Definition of Endorsement, Legal provisions regarding Endorsement, General rules regarding forms of endorsement, regular forms of Endorsement, Kinds of Endorsement.

Class and section : Semester 6th

Subject : Auditing

MONTH	TOPICS
JAN 2024	Meaning, objectives, importance and types of Auditing. Audit Process: internal control, internal check & internal audit, audit programmer.
FEB 2024	Routine checking, vouching, verification & valuation of assets & liabilities
MARCH 2024	Qualification, Appointment of company Auditors, their powers, duties and liabilities, Audit of depreciation and reserves, Divisible profits & dividends
APRIL 2024	Audit Report and Investigation

Class and section: B.com Semester 4th

Subject: Marketing Management

MONTH	TOPICS
JAN 2024	Introduction: - Nature, Scope, Importance of marketing; Marketing concepts- Traditional and Modern. Market Segmentation: - Concept, Importance and basis of market segmentation.
FEB 2024	Consumer Behavior: - Nature, Scope, Importance, Factors affecting buyer behavior. Product Planning and Development: - Importance and scope of product Planning in

CH 2024	marketing; Stages of New product development. Product Life cycle: - Stages of Product life cycle; factors affecting product life cycle.
APRIL 2024	Branding and Trademark: - Difference between brand and trademark; advantages and criticism of branding; types of branding; Brand Polices and Strategies. Pricing: - Meaning; Importance, Factors affecting pricing, pricing objectives, Types of price policy and pricing strategies
APRIL 2024	Advertising: - Concept; Importance and criticism of advertising; Media of advertising; Evaluating advertising effectiveness. Sales Promotion: - Importance, Methods, Functions and Publicity.

Class and section : B.com Semester 6th

Subject: Financial Management

MONTH	TOPICS
JAN 2024	Nature of Financial Management : Scope of Finance, Finance functions, Financial Manager's role, Financial goal; Profit maximization Vs Wealth maximization, Objective of financial Management, Finance and related disciples, Financial planning
FEB 2024	Working Capital Management : Meaning, nature and planning of Working Capital. Permanent and variable Working Capital. Balanced working position, determinates of working Capital, Issues of working Capital Management. Management of cash and Marketable Securities and Receivables Management.
MARCH 2024	Cost of capital : Significance and determination, capitalisation; leverage analysis: operating, financial and composite leverage; EBIT-EPS Analysis.
APRIL 2024	Capital structure theory and policy : Relevance of capital structure; Net income and traditional views, Irrelevance of capital structure; NOI Approach and the MM Hypothesis without taxes, capital structure planning and policy. Dividend Theory and Policy : Issues in dividend policy, Walter's and Golden's model of dividend relevance objections of dividend policy, considerations in dividend policy, stability of dividends, forms of dividend.

Class and section : Semester 4

Subject : B.R.F.-II

MONTH	TOPICS
JAN 2024	Indian Partnership Act – Nature of Partnership firm; test of partnership; Duties and Rights of partners; Relations of partners to third parties
FEB 2024	Modes of dissolution; consequences of dissolution of firm; settlement of, Negotiable Instrument an introduction Promissory notes; Bills of Exchange; cheques, Parties to negotiable Instruments; Discharge of parties from Liability; Dishonour of Negotiable Instruments
MARCH 2024	Sales of Goods Act: - Introduction; Formation of contract of sale of Goods; conditions and warranties; Transfer of property or ownership
APRIL 2024	Performance of contract- Delivery and Payment; Rights of unpaid seller; suits of Breach of contract. RTI Act : features, rights and importance.

Class and section : Semester 4

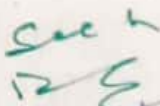
Subject : Business Statistics- II

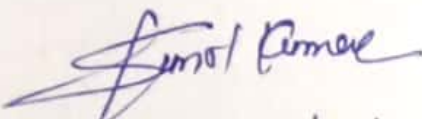
MONTH	TOPICS
JAN 2024	Index Numbers:- Meaning, Types and Uses; Methods of Constructing price and Quantity indices (Simple and Aggregate); Tests of adequacy; Chain-base Index numbers, Base shifting, Splicing and

2024	Deflating; Problems in constructing index numbers; Consumer price index Analysis of Time Series: - Causes of Variations in time series data; Components of a time series. Decomposition- Additive and Multiplicative models; determination of trend. Moving averages method and method of least squares
MARCH 2024	Theory of Probability: - Probability as a Concept; Approaches to defining probability, Addition and Multiplication laws of probability; Conditional probability, Baye's Theorem.
APRIL 2024	Probability Distribution : - Probability distribution as a concept; Binomial, Poisson and Normal Distribution- Their Properties and Parameters.

Class and section : Semester 2
Subject : Financial Accounting-II

MONTH	TOPICS
JAN 2024	Hire Purchase System and Installment Payment Systems.
FEB 2024	Branch Accounts (including foreign branch) and Departmental Accounts.
MARCH 2024	Amalgamation and sale of partnership firms, Dissolution of Partnership Firm- Insolvency of Partners
APRIL 2024	Joint-Venture Account; Royalty Account.


 Principal
 H.L.G. Govt. College,
 Tauru, Distt. Nuh (HR)


 Extension taken
 in Commerce Dept.